____x___President: Bill Gamble

- _____x___Vice President: Terry Gorlick
- _____x___Secretary: Lisa Behrens
- _____Treasurer: Dave Malo
- _____x___Member at Large: Ben Tew
 - _____Member at Large: David Haggard
 - _____Member at Large: Jodi Riddell



PO Box 520931 Big Lake, AK 99652-0931

Executive Board Meeting – May 23, 2023 – 6:00 PM Big Lake Family Restaurant

MINUTES – DRAFT

- 1.) Call to Order/ Determination of Quorum
 - By: Bill Gamble Quorum: Yes Time: 6:22pm

2.) <u>Pledge of Allegiance</u>

3.) <u>Agenda Approval</u> Motion: Terry Gorlick (after one additional item)

Second: Ben Tew

- Previous Executive Board Meeting Minutes Approval (April 25, 2023)
 Lisa Behrens: Emailed draft minutes to Board on April 26, 2023 no comments or changes submitted
- Copy signed by Bill Gamble

5.) <u>Presentation(s</u>)

6.) <u>Treasurer's Report</u> (Terry Gorlick for Dave Malo)

May 12, 2023	Checking: \$26,736.43	Savings: \$1943.30
May 19, 2023	Deposit to <u>Checking: \$15,789.00</u>	
May 23, 2023	Totals: Checking: \$42,525.43	Savings: \$1943.30

7.) Correspondence

Bill Gamble: CAPS application process flyer

Ben Tew: Recommends posting CAPS info to Facebook Big Lake Community Bulletin Board pages for public input. E-board agrees, Ben will post.

8.) Unfinished Business

- 1. Membership process
 - a. <u>Membership contact list maintenance and availability to Executive Board members</u>: Terry Gorlick: provided 2023 51-member roster to Board members, and digital copy to Ben Tew. Terry reports 9 new members since last meeting, bringing total to 60 (information for 9 additional members to be forwarded from Terry to Ben) Per Terry \$160 in renewal fees deposited to MVFCU account, and he will deposit the remaining \$20 this week.
 - b. <u>2023 renewal notification to General Membership</u>: Ben Tew: will update the current 2023 list with info for the 9 new members and continue to maintain list as additional dues are paid.
 - c. <u>Written "Thank You" acknowledgement to new and renewing members:</u> Lisa Behrens will purchase "Thank You" cards and postage, send to 2023 new/renewing members, and submit invoice to BLCC treasurer for reimbursement. Ben Tew will set up a Google Sheets document for Lisa/Ben to coordinate future renewals and Thanks You notes.
 - <u>Membership fees handling process</u>:
 Jodi Riddell working on renewal payment link via PayPal or similar on the BLCC website.
 Should be able to auto-deposit renewals to BLCC MVFCU account.

- 2. BLCC 2023 Grants
 - a. <u>Committee volunteers</u>: Jodi Riddell has list of grants committee volunteers to send to Terry
 - b. Applications received: Two applications received, one approved at previous E-board meeting
 - c. <u>Distribution process</u>: Per Terry Gorlick, according to MSB rules for grant distribution, funds may be reimbursed for individual invoices, or via promissory note for entire approved amount. Terry indicated he intended to write checks for individual receipts, Ben Tew and Bill Gamble recommended continuing with promissory notes for entire grant amounts, as per prior practice. Terry indicated he would write the promissory notes.

3. BLCC Bylaws review

- a. <u>Refresher on previous meeting</u>: Bill Gamble reminded of board's intention to review recent bylaws from other community councils. (Lisa has files, will forward to Bylaws workgroup)
- b. <u>Bylaws committee</u>: Bill Gamble volunteered during previous meeting, Lisa Behrens and Ben Tew will participate in the workgroup
- c. <u>Workgroup scheduling</u>: Bill Gamble will schedule meeting(s) and coordinate with Ben and Lisa
- 4. RSA 21 Matters
 - a. <u>Optional Maintenance and RIP List spending halted for 2023</u>: Terry Gorlick is concerned about information circulating in the community on this subject. Bill Gamble recommends inviting RSA 21 Primary board member (Pat Daniels) to next BLCC

general membership meeting to explain surrounding circumstances.

9.) New Business

- 1. Future presentations for General Membership meeting (Jodi Riddell will arrange for June 13 BLCC General Membership meeting)
- Ben Tew requested that BLCC limit the length of presentations during General Membership meetings. Bill Gamble indicated that there is a 15-minute parameter that has not been maintained during recent meetings for various reasons. Ben recommended that BLCC provide 15-minute time limit notification to presenters and adhere to the parameter during General Membership meetings.
- 10.)Persons to be Heard (3 Minute Maximum time person) No persons to be heard
- 11.)Announcements No announcements

12.) Board Member Closing Comments

Bill Gamble:

<u>Terry Gorlick</u>: Someone needs to notify Big Lake Family Restaurant prior to E-board meetings (Ben will) <u>Dave Malo</u>:

Dave Haggard:

<u>Ben Tew</u>: Requests E-board meeting time change to 7:00pm, due to summer work conflicts. Board voted unanimously to change time of future meetings as requested. Lisa will send updated meeting schedule to BLCC E-board and MSB Clerk's office.

Jodi Riddell:

<u>Lisa Behrens</u>: Thank you Ben for recording the May 9 BLCC General Membership meeting – will produce minutes draft ASAP. Also, need other documents from May 9 meeting: Sign-in sheets, signed minutes from prior meeting. Terry will look for documents. Bill will sign new copy of minutes, if necessary, as the minutes were approved as written during the May 9 meeting.

13.)Adjournment

Motion: Bill Gamble Second: Lisa Behrens Time: 7:09pm

President Signature – Approved minutes _